

TERM OF COMMISSION: August Session of the July Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Conference Room 301 / Conference Call

PRESENT WERE: District I Commissioner Justin Aldred
District II Commissioner Janet Thompson
Director of Purchasing Melinda Bobbitt
Boone County Counselor CJ Dykhouse
Senior Buyer Liz Palazzolo
Chief Engineer Jeff McCann
Senior Planner Thadd Yonke
13th Judicial Circuit Court Chief Juvenile Office Ruth McClusky
IT Project Manager Kari Hoehne
Director of IT Aron Gish
Deputy County Clerk Jodi Vanskike

Conference Call Information:

Number: 425-585-6224 Access Code: 802-162-168

The meeting was called to order at 1:30pm.

Purchasing

1. First Reading: Computer and Peripheral Surplus Disposal

Director of Purchasing Melinda Bobbitt read the following memo:

The Purchasing Department requests permission to dispose of the attached list of surplus PC'S, peripheral equipment, unworking air conditioners, file cabinets, and other miscellaneous items

through MRC Recycling Center. MRC Recycling will pick up our surplus for fifty dollars per load. Tubed monitors and TV's cost extra. There is also an extra charge for items with freon. They are a State of Missouri, DNR Level Four recycling center. No computer items are land-filled. Purchasing will obtain a Certificate of Destruction, and we will let them know that we want everything recycled, not reused so nothing ends up in the landfill.

Prior to Computer surplus coming to Purchasing for disposal, Information Technology has removed the hard drives for destruction by their department. Their procedure for PC disposal is: Once all the data is copied or recovered for the user, IT removes the hard drive and memory from the PC. The memory is held to be used for upgrading other PCs at the county that can benefit. IT sometimes removes parts that can be used as spare if the model is current enough. (ie Power Supplies, Video Cards, etc.) The hard drive is held for a minimum of 30 days in case a user identifies something is missing. After 30 days IT may reuse the hard drive in other county PCs if there are failures. If a hard drive goes unused or fails and IT needs to physically dispose of it, they drill a 5/8" hole through the drive and the data platters. Once IT has collection of "drilled" drives, they deliver them to PC recycling vendor, MRC Recycling Center.

MRC Recycling Center certifies that they have picked up the following items and that all items will be recycled, not reused, so nothing ends up in the landfill.

Commissioner Thompson stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

2. First Reading: Co-Op Contract CT202797001 Statewide NASPO Valuepoint Copiers and MPS – Recorder

Senior Buyer Liz Palazzolo read the following memo:

Purchasing requests permission to use cooperative contract CT202797001 for Copiers and MPS established by the State of Missouri Office of Administration using a NASPO Valuepoint contract. The NASPO contract is with Canon USA but it is set-up for direct contracting with the local Canon distributor. The County will be contracting directly with SumnerOne of St. Louis, Missouri as the authorized Canon distributor.

In this case the award will be made for the Boone County Recorder in order to purchase a new Prograss TX-3100 MFP Z36 large format printer scanner to replace its Océ plat scanner.

The contract period runs August 12, 2021 through December 31, 2021. There are three (3) one-year renewal options available.

Payment will be made from Department 2800 – Record Preservation Fund Activity, Account 92301 – Replacement Computer Hardware in the amount of \$9,085.46.

The Purchasing Department requests permission to dispose/transfer of the Oce plat scanner, SN 330104969, fixed asset tag 17543.

The Disposal Form is attached for signature.

Commissioner Thompson stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

3. First Reading: Amendment #2: 03-13APR17 - ERP System Selection Project

Director of Purchasing Melinda Bobbitt read the following memo:

Contract 03-13APR17 - ERP System Selection Project was approved by Commission for award to Superion, LLC on July 25, 2019 commission order 308-2019.

This amendment is for the following:

Assigns contract from Ramundsen Superior Holding, LLC d/b/a Superion, LLC to CentralSquare Technologies, LLC.

Deletes Timeclock Plus in its entirety from the contract agreement. The County will receive a refund of \$47,348.19.

Adds IntelliTime time keeping product for a total of \$172,946.00 and will be paid as follows:

- Software: \$83,711 (1172-92302)
- Services: \$63,450 (1172-92302)
- Timeclocks: \$25,785 (\$1172-92301/\$2,865; 2044-92301/\$8,595; 6105-92301/\$14,325)

Renews the following maintenance for the period 8/1/21 - 12/31/21:

Citizen Engagement SaaS Annual Subscription Fee (\$7,500 annual): \$3,250.00 (1172-70050)

Fusion Proprietary Annual Subscription Fee (\$3,500 annual): \$1,518.40 (1172-70050)

Clarifies that the following maintenance and support fees will not be paid until we go-live in 2022:

Certent Disclosure Management (DM): Base Bundle Annual Maintenance: \$6,000.00

ONESolution Financial Enterprise Core Annual Maintenance Fee: \$7,744.00

ONESolution Foundation Annual Maintenance Fee: \$1,824.00

ONESolution Human Resources/Payroll Annual Maintenance Fee: \$21,820.00

ONESolution Financials Annual Maintenance Fee: \$42,500.00

There is sufficient budget to cover the purchase across the accounts.

Commissioner Thompson stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

4. First Reading: Contract Amendment #2 to Contract 16-13JUL20 for Site Maintenance for the Greater Bonne Femme Watershed Project

Senior Buyer Liz Palazzolo read the following memo:

Amendment #2 to contract 16-13JUL20 for Site Maintenance for the Greater Bonne Femme Watershed Project that was awarded August 11, 2020 (Commission Order 350-2020) is being amended to extend Phase One which is funded by a federal grant. Initially the federal grant was set to expire July 30, 2021 but it has been extended to run through March 31, 2022.

All other terms, conditions and prices of the original agreement as previously amended remain unchanged.

Payment will be made using 319 Stormwater grant funds using the following Department/Account:

- Department 2142, DNR 319 Greater Bonne Femme/Account 71202 – Contractor Costs – Total: \$4,000.00.

Commissioner Thompson stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

5. First Reading: Contract Amendment 1 Contract 124-123116SS - Siren Maintenance Boone County OEM

Senior buyer Liz Palazzolo read the following memo:

Amendment #1 to contract 124-123116SS for Siren Maintenance for the Boone County Office of Emergency Management that was awarded January 28, 2016 (Commission Order 38-2016) is

being amended to add pricing for additional needed services related to siren maintenance such as siren pole replacement.

All other terms, conditions and prices of the original agreement remain unchanged.

Payments will be paid from Department 2702 – Emergency Management Operations, Account 60250 – Equipment Installation Charges: \$49,500.00

Commissioner Thompson stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

6. Second Reading: Purchasing Policy Revision (First Read 08.10.21)

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the Purchasing Policy Manual which is being readopted and amended by Commission on August 12, 2021.

Commissioner Thompson seconded the motion.
The motion carried 2 to 0. **Order #322-2021**

7. Second Reading: Surplus Disposal (First Read 08.10.21)

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the Purchasing Department’s request to dispose of the attached list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

Commissioner Aldred seconded the motion.
The motion carried 2 to 0. **Order #323-2021**

8. Second Reading: Co-op Contract CC171501002 Mailroom Equipment Supplies & Maintenance – Bowman’s Mailing Service (First Read 08.10.21)

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the Purchasing Department's request to spin-off a second contract award under Contract Number CC171501002 to Bowman's Mailing Solutions, LLC. Purchasing obtained permission from the Commission to use Cooperative Contract CC171501002 for Mailroom Equipment, Supplies & Maintenance January 9, 2018 with Commission Order 13-2018.

The same contract number will be used for Bowman's Mailing Solutions LLC. This award will be assigned a contract period that runs August 10, 2021 through June 30, 2022. There are two (2) renewal options available.

This is a Countywide Term and Supply contract.

Commissioner Thompson seconded the motion.
The motion carried 2 to 0. **Order #324-2021**

9. Second Reading: Award of NCPA-01-97 (Synnex Aggregator) Co-Op Contract Westwind Computer Products Leica Total Stn (First Read 08.10.21)

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the Purchasing Department's request to use Cooperative Contract NCPA-01-97.

The contract runs August 1, 2021 and extends through July 31, 2022 with two (2) one-year renewal options available.

The total purchase price is \$37,044.02 and it will be paid from Department 2901, Sheriff Operations LE Sales Tax- Account 92300, Replacement Machinery and Equipment.

The Purchasing Department requests permission to dispose/transfer of the Sokkia 30R3 Total Station, Serial Number 154347, fixed asset tag 16313.

Commissioner Aldred seconded the motion.
The motion carried 2 to 0. **Order #325-2021**

10. Second Reading: Contract Amendment #1 for Signature for Boone County: 32-14JUN19 - Security Window Film (First Read 08.10.21)

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve Contract Amendment 32-14JUN19- Security Window Film which was approved by Commission for award to Ultimate Security Window Armor Film, LLC on April 27, 2021, Commission Order 178- 2021.

This Amendment adds 14 hours of labor at \$40.00/hour for a total of \$560.00.

There was a 5% contingency (\$876.84) on the original Purchase Order which will cover this change order in Department 1190 – General Fund Non-Departmental, Account 91200 - Buildings and Improvements.

Commissioner Thompson seconded the motion.
The motion carried 2 to 0. **Order #326-2021**

11. Second Reading: Contract Award Co-Op Contract CS211867001 - Sign Language Interpretation Services for Boone County (First Read 08.10.21)

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does approve the Purchasing Departments request to use Contract CS211867001 for Sign Language Interpretation Services established by the State of Missouri Office of Administration with Access Interpreters, LLC of Rocheport, Missouri as a Cooperative Contract.

The contract period runs August 10, 2021 through June 30, 2022. There are two (2) renewal options available.

This is a Countywide Term and Supply contract.

Commissioner Aldred seconded the motion.
The motion carried 2 to 0. **Order #327-2021**

12. Second Reading: Contract Award Co-Op Contract CS211474004 - Verbal Language Interpretation Services for Boone County (First Read 08.10.21)

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve the Purchasing Departments request to use Contract CS211474004 for Verbal Language Interpretation Services, established by the State of Missouri Office of Administration with Bernardo A. Brunetti, dba International Language Center of St. Louis, Missouri as a cooperative contract.

The contract period runs August 10, 2021 through June 30, 2022. There are two (2) renewal options available.

This is a Countywide Term and Supply contract.

Commissioner Thompson seconded the motion.
The motion carried 2 to 0. **Order #328-2021**

Resource Management

13. First and Second Reading: Acceptance of the Crescent Ridge Final Plat

Senior Planner Thadd Yonke stated this is a 36-lot residential subdivision on the north side of Richland Road that extends E. Rainbow Drive and creates Luna Lane, which is a new public road, and is served with public water, fire hydrants and public sewer. Mr. Yonke stated they are now at the point where the Commission would accept and receive the plat.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby receive and accept the following subdivision plat and authorize the presiding commissioner to sign said plat:

Crescent Ridge Subdivision. S12-48N-R12W. R-S. JR2 Development LLC, owner. Anthony Derboven, surveyor.

Commissioner Aldred seconded the motion.
The motion carried 2 to 0. **Order #329-2021**

14. First and Second Reading: Recommendation for roadway maintenance acceptance of roads within the Crescent Ridge subdivision plat

Chief Engineer Jeff McCann stated Luna Lane is a new street and 1217 feet long, and the extension of E. Rainbow Drive is 331 feet. Engineer McCann stated both roads were constructed as part of the subdivision development by Emery Sapp and Sons and they have found them in accordance with the approved roadway regulations. Engineer McCann stated they were inspected, signed off on and Resource Management provided the Commission with that recommendation memo to accept the roads for maintenance.

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby accept the attached recommendation for Roadway Maintenance within Crescent Ridge.

Commissioner Thompson seconded the motion.
The motion carried 2 to 0. **Order #330-2021**

13th Judicial Circuit Court

15. First Reading: Budget Amendment for Dept 1243 – DYS Probation Services

Chief Juvenile Officer Ruth McClusky from the 13th Judicial Circuit Court stated she is presenting an annual amendment that they request called the Juvenile Court Diversion Grant. Ms. McClusky stated they are currently in the second year of a three-year grant cycle. Ms. McClusky stated this grant funds two of her Juvenile Justice positions. Ms. McClusky stated the total amount for the budget amendment is \$95,069.00.

Commissioner Thompson stated this is a first reading and requested the Deputy County Clerk schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

Commission

16. Second Reading: Acknowledging receipt of annual financial report from the Centralia Special Road District (CSRD) (First Read 08.10.21)

Commissioner Aldred moved now on this day, the County Commission of the County of Boone, pursuant to RSMo Sec. 233.150, does hereby acknowledge receipt of the annual financial report from the Centralia Special Road District (CSRD).

Commissioner Aldred seconded the motion.
The motion carried 2 to 0. **Order #331-2021**

17. Public Comment

None

18. Commissioner Reports

Commissioner Aldred stated last night he had the honor of hosting the Ashland Town Hall meeting for the purpose of discussing windmills and wind energy conservation systems and their subsequent regulations. Commissioner Aldred stated the Town Hall was well attended. Commissioner Thompson stated that is the second of three public meetings, the third being on August 24th at Harrisburg High School.

Commissioner Thompson stated, right before this meeting, she was at the Lake of the Ozarks attending the Missouri Association of Counties summer board meeting. Commissioner Thompson stated she has been appointed to be the chair of the Missouri Association of Counties Steering Committee on Policing Justice Mental Health. Commissioner Thompson stated there will be members of that committee, no more than ten, from other counties in the Missouri Association of Counties. Commissioner Thompson stated that will be interesting and it will follow the NACo model. Commissioner Thompson stated this is a new thing for Missouri Association of Counties and they are trying to make it more responsive to needs and also bring together more of the agencies that are impacted by the various topics.

Commissioner Thompson asked the following information on the Missouri Association of Counties Steering Committees be added to the record.
MAC Steering Committee descriptions:

Agriculture/Environment Committee – Shall be responsible for issues affecting agriculture and related industries, as well as planning, zoning, environmental protection, solid waste management, and soil and water conservation.

Community/Economic Development Committee – Shall be responsible for all matters pertaining to housing, community and economic development, and workforce development including the creation of affordable housing and housing options for different populations, residential, commercial, and industrial development, and building and housing codes.

Intergovernmental Affairs/Finance/Tax Issues/ Pensions Committee – Shall be responsible for issues affecting mandates, elections, open meetings, open records, retirement benefits, employment laws, property taxes, sales and use taxes, other sources of revenue, investment laws, and county budgeting. The committee shall also be responsible for issues affecting the office of the County Clerk, Treasurer, Assessor, Collector, Commissioner, Recorder and Public Administration.

I.T./Telecommunications/Broadband Committee – Shall be responsible for all matters pertaining to telecommunications and technology policy, information technology development and implementation, information technology innovation, e-governance, and geo-spatial data collection and utilization.

Policing/Justice/Mental Health Committee – Shall be responsible for issues affecting the court system, jails, the prosecutorial system, probate, and the offices of the sheriff, prosecuting attorney, circuit clerk and coroner. The committee shall also be responsible for issues affecting aging, public health, mental health, alcohol and drug services, nursing homes and mental health facilities.

Transportation committee – Shall be responsible for issues affecting highways, airports, mass transit, and county building and grounds.

Duties, Membership and Term for Steering Committees:

Duties – Steering Committees are to aid the MAC Board of Directors in establishing association policy on state and federal legislation and administrative matters. Each committee may make recommendations to the Legislative Committee on any official resolution referred to the committee. Committee members are expected to participate regularly in conference calls, meetings, and stay informed of legislative and regulatory action relevant to the committee.

Membership – Each committee shall have no more than ten members. All committee members shall be elected or appointed county officials. Steering committee members do not have to serve on the Board of Directors, but the chair of each Steering Committee must be a member of the Board of Directors. Future by-law amendments will seek to have the chair appointed and then become a member of the Board of Directors and Legislative Committee.

Term – The term of appointment shall be for one year, beginning Aug. 1 and ending July 31.

Attest:



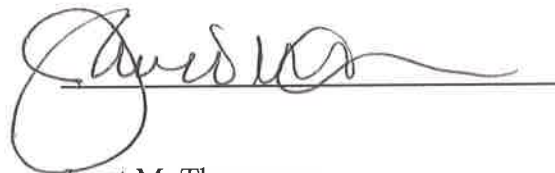
Brianna L. Lennon
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Justin Aldred
District I Commissioner



Janet M. Thompson
District II Commissioner